May, 2003

NEW!

Exclusive for TEC T101 Models
With optional Modem.

Selcom T101 Non-Network Version

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Version 5.1.XX Serial No._____

For the TEC T101 System

TEC T101 Series
Setup and Maintenance Software
for use in Windows 9X/ME/2K/XP Operating System

Select Engineered Systems, Inc.
7991 W. 26th Ave.
Hialeah, FL 33016

Y2K Compliance Statement

Selcom T101 is designed to be used prior to, during, and after the calendar year 2000 A.D., and Selcom T101 will operate during each such time period without error relating to date data, specifically including any error relating to, or the product of, date data which represents or references different centuries or more than one century.

Selcom T101 will not abnormally end or provide invalid or incorrect results as a result of date data, specifically including date data which represents or references different centuries or more than one century;
Selcom T101 has been designed to ensure year 2000 compatibility, including, but not limited to, date data century recognition, calculations which accommodate same century and multi-century formulas and date values, and date data interface values that reflect the century;
This statement should not be taken to mean that Selcom T101 corrects any errors generated by your computer, it's BIOS (Basic In Out System), or your operating system or any other program you have or use.

Definitions

Four Digit Year Format
shall mean a format that allows entry or processing of a four digit year date: the first two digits will designate the century and the second two digits shall designate the year within the century. As an example, 1996 shall mean the 96th year of the 20th century.
Leap Year
shall mean the year during which an extra day is added in February (February 29th). Leap Year occurs in all years divisible by 400 or evenly divisible by 4 and not evenly divisible by 100. For example, 1996 is a Leap Year since it is divisible by 4 and not evenly divisible by 100. 2000 is a Leap Year since it is divisible by 400.
Year 2000 Compliant shall mean that the data outside of the range 1990-1999 will be correctly processed by Selcom T101 including application programs, files and databases.

Select Engineered Systems, Inc. Life Support Policy
Select Engineered Systems, Inc. products are not intended for use in life critical situations or as critical components in life suport devices or systems.

Life Support devices or systems are defined as devices which are intended for surgical implant into the body, or for support or sustaining life, and whose failure to perform, when used in accordance with the instructions provided by the manufacturer, might result in injury to the user.

Select Engineered Systems, Inc. reserves the right to make improvements in the hardeware, firmware, and software described in this manual at anytime and without notice.

Notice To Windows NT 4.0 Users

Tec Basic uses latest Microsoft DLL's which are incompatible with Windows NT 4.0 network systems and workstations.

WARNING : Installing Tec Basic into a Windows NT 4.0 system or workstation, WILL damage your system.

Notice To Windows 95 Users

Microsoft has discontinued their support of Windows 95. TEC 101 for use in Windows 95 can no longer be supported There are no known defects while running under Win95 at this time.

Tip: If you don't know which version you're running, our manual (page 2) will walk you through finding out.

WARNING : If you are running any custom or non-compliant Windows software you should check with your software provider to insure adding this update will not effect your programs !

1. Do not install unless your Version is Win 98 or higher
2. Quit any applications that are currently running.
3. If you use Mircrosoft Plus! System Agent, right click the System Agent icon on the toolbar, and then click suspend System Agent.
4. If you are running the Office toolbar, click on the Windows flag and exit the toolbar.

Selcom T101 Update

Update issues

May 2003

Important Update from Select Engineered Systems for TEC Basic Software

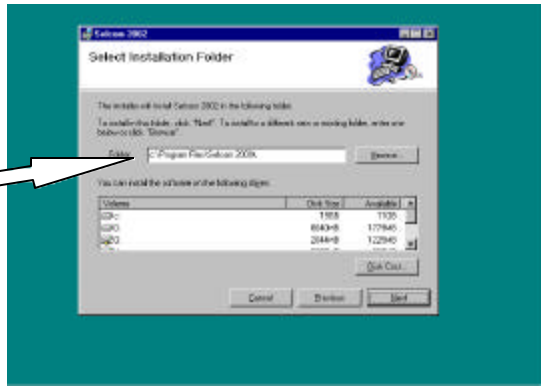
THESE INSTRUCTIONS ARE FOR UPDATING AN EXISTING INSTALLATION.

The update for TEC 101 Software™ is here. Take a few moments and install this important update into your system. What does it do?

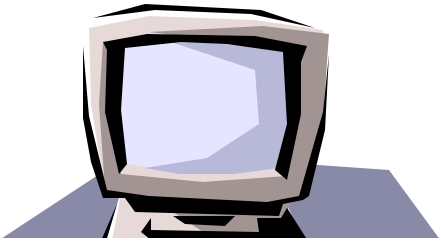
TEC 101 Software 5.1.xxx enhances the ability to install successfully into Windows 2000 and Windows XP, and corrects the transmission faults in calling TEC 101 Units. In previous versions, the Unit might hang up when called. It also adds a communication log on the screen while Getting or Sending to a unit, enabling the user to view the call progression. Some customers were experiencing difficulty in printing reports. This version includes pre-selected reports with the ability to view and print all or some of the pages.

To install this important update, Insert the Update disk into your CD drive. Using the Windows Explorer, select the drive containing the update CD by clicking on it with your mouse pointer. Select **Setup** in the right hand window. Then select **Enter** In the left hand window, Select the Folder where Selcom T101 resides if it is different from the default. If you used the default, it is in the **Program Files -** TEC 101 **for XP** folder or the TEC 101 folder. After Locating the folder, Select **Update Install. DO NOT SELECT FULL INSTALL.** IF THE INSTALLER ASKS IF YOU WANT TO REPLACE NEWER FILES, SELECT NO. The installer will indicate when your update is complete. Close installer and remove the update disk. A new icon will appear in your menu system labeled "Selcom TEC 101" No changes are needed in order to select the new update software as it has not replaced the old data files. All data and settings remains the same.

Don't Delay! Be Sure to Install this important Update!



Be sure to select the directory you are currently using



As easy as 1,3,2..... it must be Selcom 2002!

Do not install into Windows NT 4.0. There is a conflict with the report dll and will damage your system.

Selcom T101

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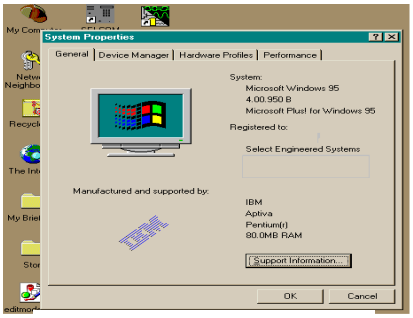
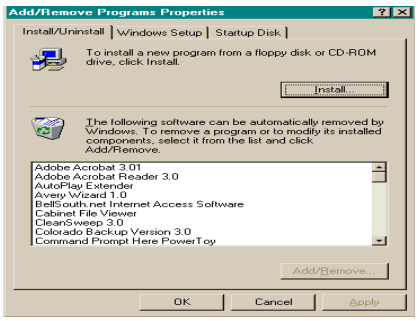
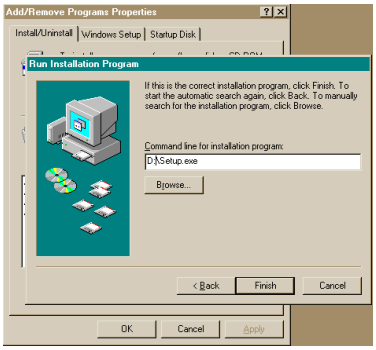


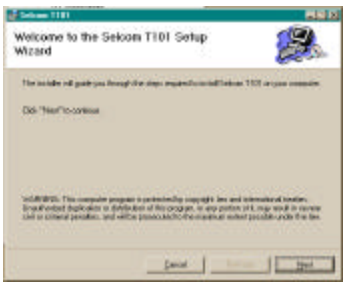
System Properties



Add-Remove Programs



Select Program



First Screen

Selcom T101

System Requirements

Operating System:

Windows 98\ME Ver. 4.10.1998 or higher
Windows 2000 (Service Pak 3 or higher)
Windows XP (Home or Professional) SP1 or higher

Hardware:

Computer Processor	**Pentium Recommended**
System RAM or Total Memory	**64 Mb. Recommended**
Available Physical Memory	**20 Mb. Recommended**
Available Space or Hard Disk Storage Required	20000 KB or 20 Mb. plus 2 - 15 Mb. per site
Installation Drive	CD-ROM "R" Reader for installation of Software

System Requirements to install this Software

This program requires 20.0 megabytes of hard disk and includes 12 megabytes of system files that may need to be installed. You therefore need a minimum 30 megabytes of space to install this program for one site. More sites require 2 to 20Mb. per site, depending on site size and the amount of backups used. **During operation, Selcom T101 will require up to 20mb. of free ram to operate efficiently depending on the size and model of the unit . Note: 20Mb. is available in 32Mb. total memory ONLY when NO OTHER Programs are running. With less memory the program may operate, but with poor performance.** Microsoft has discontinued their support of Windows 95. Selcom 2003 for use in Windows 95 can no longer be supported However, there are no known defects while running under Win95 at this time.

Notice: This software requires a FULL modem to operate correctly. There are some internal modems that are a "DSP" style or "Partial Modems" and do not communicate with our units properly You may be required to obtain a proper modem in order to use the software with the TEC/Cat units. This program will only operate correctly in Windows

98™ , ME, Windows 2000 and Windows XP. If you are unsure, select the "My Computer icon on your desktop or Start Menu and **RIGHT** click it. Once the panel is opened, select Properties and **LEFT** Click it. A "Systems Properties" screen will open and under System:, it must say

Windows 98 \ ME
Windows 2000 (Service Pak 1 or higher)

Windows XP (Home or Professional) Selcom T101 Installation Instructions

Setup will warn you to Shutdown any running programs. You **MUST** shutdown **"Microsoft Office"** as it will disrupt the installation.

If you are running the **"Office Toolbar"**, you **MUST** close the **Office Toolbar** and all it's applications and you should close any other applications running to insure a proper installation.

Once you have checked that you have the proper Revision, place the CD ROM disk into your CD-ROM Drive.

Go to Start then select "Settings", then "Control Panel", then "Add-Remove Programs".

Select "Install" **If your main files are out of date, setup will prompt you to restart your computer. After doing so, start setup again.**

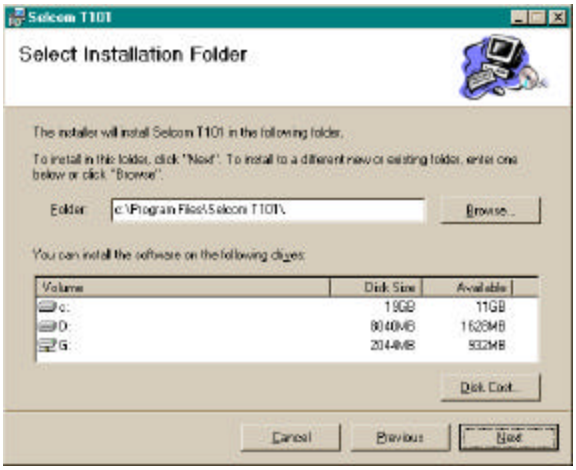
Add -Remove will locate the disk and confirm it's name (Selcom T101) and location.

Selcom T 101 setup has a standard location for it's files, but will give you the chance to choose another location and name of the directory, then will install the program.

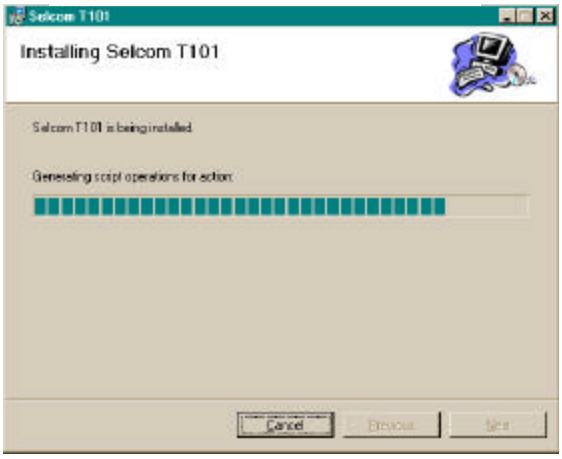
Selcom T 101 uses a "Completion Gauge" to indicate the percentage of the installation completed.

If files in your computer are damaged, setup will inform you of the fact, and abort the installation.

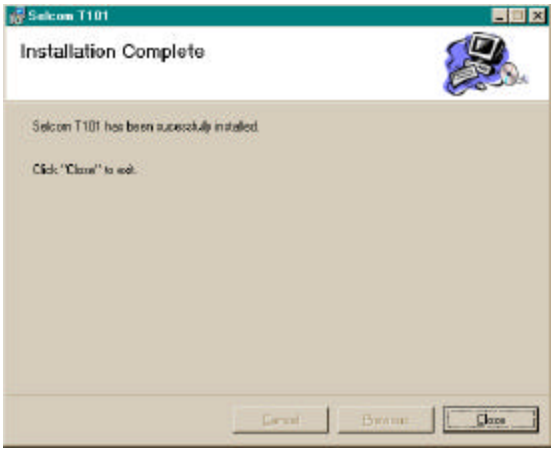
At the end of the installation, Setup will indicate a complete and proper Installation.



Choose Directory



Installing.....



Complete.....

Main Screen at Login

Main Screen at Startup

Showing Pull-Down menu

Main Screen w / Sample selected

Main Screen w/Multiple Unit Selected

Showing Command Buttons and Menu's available after Site Selection is made.

Startup and Operation

Selcom T101 software is only for use with TEC 101 Units with a modem installed.

Startup

Selcom T101 places a menu selection in your Startup Directory. Select and the Log-in will appear. Selcom -T 101 is shipped from the factory with the Name "selcom" and the Password "selcom" (**Note lower case)** installed in the password database. Type this name and password in exactly and the main menu will appear.

Help

Help is provided for each item. To use, place the mouse pointer over the item you need assistance with and a description or instructions will appear on the screen automatically. This feature is provided on all screens.

Main Menu

The Main Screen appears blank with only several selections possible.

⇒ Select TEC Unit to Edit / Change [**Window**]
⇒ The Following **Menus**
⇒ **File**
⇒ Edit TEC Unit Data
⇒ Add TEC Unit (Wizard)
⇒ Convert
⇒ Exit
⇒ **Help**
⇒ About Selcom T 101
⇒ Show Splash
⇒ Add Unit [**Button**] (Wizard) (if allowed by password level)

Selcom T 101 is shipped with a set of example Units available to allow you to view and learn this program. You may wish to start with selecting this Unit and using it to explore the features of Selcom T101. These instructions are written using "Tec 101- 49" as its example. If you wish to start by setting up your unit, go to the section of these instructions for the "Add TEC Unit (Wizard)". Or continue by selecting "Tec 101 - 49" in the center selecting window. As you add your Unit(s) this selector will expand to show all units installed in the software in alphabetical order for your convenience. There is no limit to the number of TEC 101 units allowed, except the physical capacity of your computer. Each unit installed uses about two to fifteen megabytes of storage space depending on the size of the unit and the number of backups used. After the selection is made,

"Command Buttons" will appear and the menu system will expand to include the features ALLOWED by the authority level set to each Name/Password. Name/Password "selcom" is provided with FULL authority. You may delete this Name/Password AFTER assigning a new name with FULL authority.

Login Passwords

Select the **Login Passwords** in the "**Edit** " Menu. The "Password File" Screen will appear showing all the Login Names/Passwords in the system with their authority levels. To add select "Add New User" command button or to Edit a User, Select that name and "double click" it with your mouse button. This will make the screen change to allow editing or deleting of the record. If you erase all names /passwords with the authority level of "1", the system adds back "selcom" / "selcom" with the authority level of "1"as the only password to prevent you from locking yourself out of the system.

Authority Levels

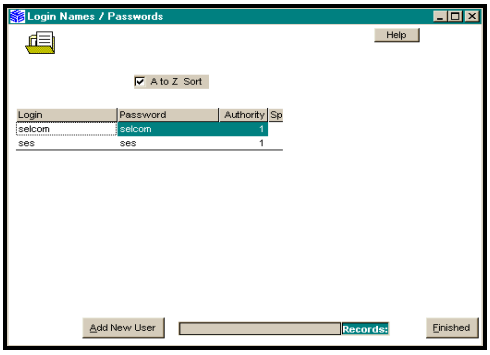
Selcom T101 has several levels of authority. This authority system allows the owner to decide what privileges each user will use to operate the system. The levels of privileges are as shown in the adjacent Table.

Selcom T 101 Organization

Selcom T 101 is organized into logical groups. These groups are distributed as follows:

⇒ Login Control & Maintenance
⇒ Unit Directory Control
⇒ Unit System Configuration
⇒ Unit Entrance Control
⇒ Unit Configuration

All operations are accessible from the Main Menu Screen. The most used functions are available using the Command Buttons. All operations are available with the Menu System.



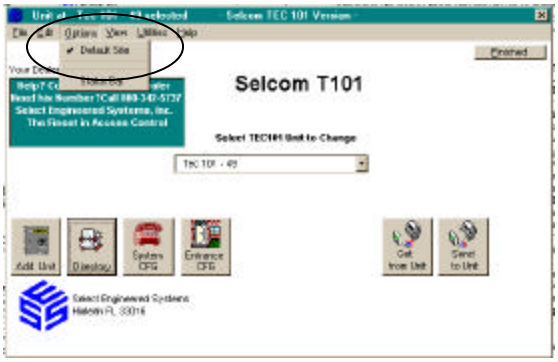
View Login Passwords

Showing Password List in Name

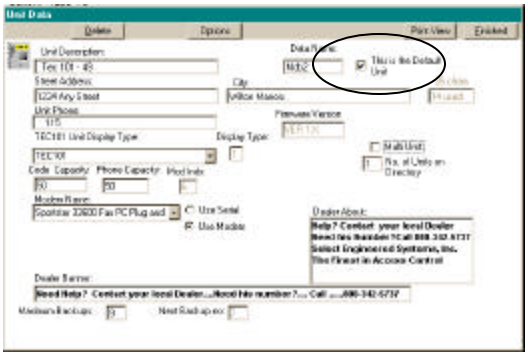
Authority Level Settings	Level 1	Level 2	Level 3	Level 4
Rename Files	X			
Use the Add Unit Wizard	X	X		
Edit / Change Passwords	X			
Edit the Unit Data	X			
Use the Entrance Configuration	X	X	X	
Change Data File Name in Unit Data	X			
Use the System Configuration	X	X	X	
Use the Add/ Edit Directory	X	X	X	X
Get All Data	X	X	X	X
Get System Configurations	X	X	X	X
Get Directory	X	X	X	X
Put all Data	X	X	X	
Put System Configuration	X	X	X	

Menu's available after a Site Selection is made with Level 1.

Setting a Default Unit



Selcom T101 has the ability to return to the same unit, every time you start the program. You may turn on this feature by selecting "Default Unit" under the "Options Menu" or by selecting "Default Unit" in the "Options Screen" in the "Edit TEC Unit Data " screen.



To select the unit you wish to automatically load when the program starts, you must do the following:

1. Select the unit on the main screen
2. Select "File"
3. In the File sub menu select "Edit TEC Unit Data"
4. On the "Unit Data" screen locate and select "This is the Default Unit"
5. Select Finished
6. If the "Default Unit" is selected under the "Options", the selection will automatically load when you start the software or return from "Edit TEC Unit Data".
7. You may select other units and work within them without unselecting "Default Unit". It will only change back when you start the software or return from "Edit TEC Unit Data".

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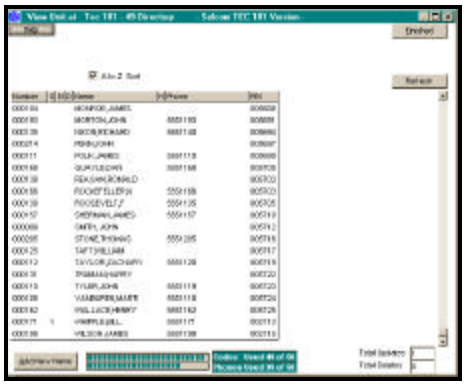
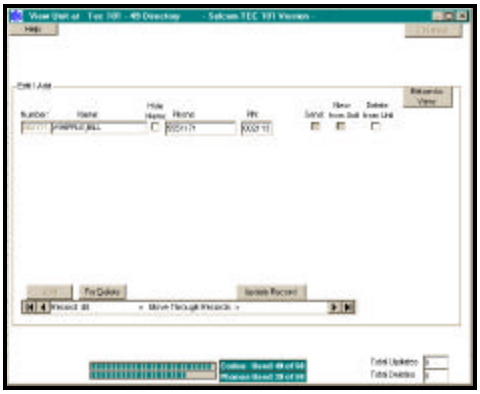
Unit Directory Control



Unit Directory Spreadsheet View

Selcom T101 incorporates a new style Directory view and editing system. Note that the Unit Site name is featured at the top of the screen. This feature is present on each screen to assist the user. The Directory display is in a Columns and Rows format showing ALL codes in the directory. The opening display is sorted in alphabetical order. Additional help is provided by selecting the "Help" Command button. The Elevator bars appear when needed and allow the user to move through the list of names and to view the additional data for each name. The user may use the mouse arrow to single click on any code number or name to highlight that row. This provides a marker on the record chosen to use as the display is moved to the right in order to display the additional data.

The user may use the mouse pointer to single click on the TOP of any column to SORT the display by that column. If a reverse (Z to A or 9 to 0) order is desired, a check box is provided above the listing. The user should select the direction of sort desired, then select the column to sort by. The user may use the mouse pointer to single click the sort option and it will toggle from normal to reverse and back to normal. Gauges are provided near the bottom of the screen to inform the user of the number of Unit Codes and the number of Phone Numbers in the Directory. This may be used to determine the percentage of the Unit capacity used. In Displays larger than 640 x 480, the user may enlarge the view by dragging the edges of the directory. The number of updates to be sent and the number of deletes (if applicable) are also shown.



Unit Directory Edit / Add mode

- **NUMBER:** This is the **Code Number** used by the Unit User to dial the Name shown in the Directory. It can be configured to show 1 to 6 digits. Internally it is always stored and used as 6 digits. If set to display three digits, then the number is dialed using the three displayed digits.(123456 is displayed as 456). However, Code (000456) would be dialed. This allows it to appear to allow more than one name to use the same code. Example: Codes 000234, 001234, 011234 and 101234, all would display 234 showing different names with the 234 code number. The 000234 phone number would be dialed. Directory Code Length is set using the "**System CFG**" command button or "**System Configuration**" under the "**Edit** " Menu Selection.

S: **(SEND)** The 'Send' field indicates if this name would be updated on a 'Send Updates' command. Only the names marked would be sent. When a name is

Directory Limits	
Code Number	**1 to 6 Digits**
Name	**up to 14 Characters**
Phone	**up to 14 Digits**
PIN	**1 to 6 Digits**

Directory Limits

- selected to edit, the send box is automatically checked.
- **N: (NEW REC)** The "**New Record**" field shows a "Y" when a Code was received from the unit that did not exist in the database. This will occur when a code is input directly into the unit.

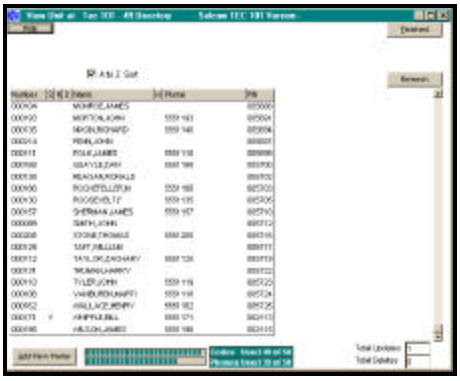
- **D: (DELETE)** The **"Delete"** field is marked "Y" when this record will be deleted on the next update. **Note: In TEC 101 units, You may reuse the code number at any time, however. See Send Updates on page 25**

- **NAME:** This is the **Name** shown on the directory display of the TEC 101 Unit. The user may use up to 14 characters for each name.

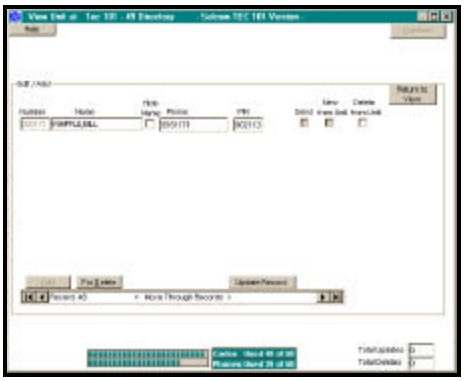
- **H: (HIDE)** Hide inserts a colon in front of the phone number.

- **PHONE:** This is the phone number the TEC 101 Unit will use to dial the Name shown. The User may use up to 14 digits including commas ',' for pauses if required, to dial the Name. The real telephone number will not show on the unit display

PIN: The "**Personal Identification Number**" can be configured to use 1 to 6 digits. The "PIN" is used by the Named to open the designated entrance. If set to use four digits, then the number is limited to using the four digits.(001234 is entered and used as 1234). A 5 digit PIN (11234) should not be entered and would not operate. **Note: To re-enter a deleted PIN, You must update the record first.**



TEC 101 Directory
in spreadsheet view



TEC 101 Directory
in edit record view

Directory Limits	
Code	**1 to 6 Digits**
Name	**up to 14 Char's**
Phone	**up to 14 Digits**
PIN	**1 to 6 Digits**

Directory Limits

Entering New Items into the Directory

Step by step Instructions to enter new items

Selcom T101 provides a simple screen to enter new data into the directory. **(See Pages 30—31 for a handy work sheet to assist the user in entering the directory.)**

1 **On the Main Screen**, Select or "Click" the **PROPER UNIT** to enter the new items.
2 **On the Main Screen**, Select or "Click" the **Directory** command button. The directory view screen will appear.
3 **On the Directory screen**, Select or "Click" the **Add New Name** command button. The screen will change to the **Edit / Add** view. All of the entries will be blank.
4 **Start the entry by entering the Code Number**. If you are using three digit code numbers(for example), you only need to enter the three digits and press the [Tab] key or press [Enter].
5 **If the code has been already used,** the screen automatically displays the record and changes to edit mode. You may change any and all items in this record, **except** the code number and the name. When you send updates, this record would be changed, **except** the code number.
6 **If the code has not been used,** the screen automatically steps or moves to the name field for entry. **Enter the name before you exit this window** as once entered, the name may not be changed! You may use the [Tab] or [Enter] key to move through the windows and enter the information you require. Only the code number is required in any record. All other fields are optional. When you send updates, this record will be added.
7 **When all necessary fields** are filled, Select or "Click" the **Update Record** (save it) command button. The record is saved.
8 **Select or "Click" the Add command button** to continue entering more data.
9 **The information bars update** to indicate the amounts of **Unit** memory used.
10 **To enter more items Go to step 4**.

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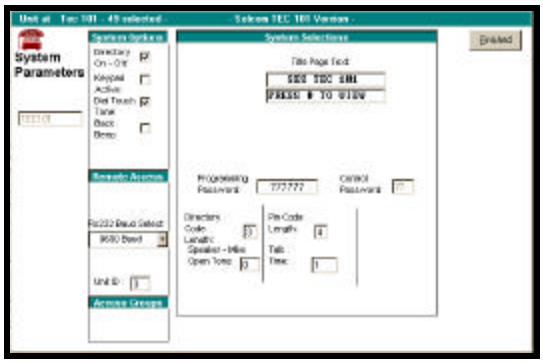
Unit System Parameters

Selcom T101 places all System Configuration Parameters on one screen. Complete descriptions of each item is available by placing the mouse pointer over each item. The standard factory defaults are provided as a reference. The defaults will be satisfactory in most applications. You may change them to provide for new password or directory description for example.



Unit System Configuration Standard

Showing Factory Dfaults for the

- **Directory On - Off** - Turns the display of the Directory On or Off. This does not prevent calling the numbers.
- **Keypad active** - Allows the keypad to be used after calling allowing for voice mail, etc. Only the numbers 0 to 9 are active, The * and # are not active.
- **Dial Touch Tone** - Changes TEC 101 Unit dialing from touch tone to rotary or pulse dialing.
- **Back Beep** - Sends a 'Beep' tone every ten seconds to the called party. This allows confirmation that the call originates from the TEC 101 Unit.
- **RS232 Baud Select** - The serial port baud rate can be configured from 300 to 9600 baud.
- **Unit ID** (Answer Ring Count) - This is the number of rings received before the TEC 101 Unit answers. Range is 0 - 9. 0 means the TEC 101 Unit will not answer. 3 is the default. The software uses this ID as a confirmation that it has connected to the proper unit, If the software ID and the Unit ID are not the same, the software will indicate an error and will not get or send data.
- **Title Page Text** - See Title Page Table
  PRESS # TO VIEW
  DIRECTORY is the factory default.
- **Programming Password** - This is the password used to access and program the TEC 101 Unit. Any combination of up to six numbers and letters are allowed. 777777 is the default. **Caution:** Passwords with letters cannot be accessed from the keypad or remote touch-tone control.
- **Control Password** -The control password is used to dial the TEC 101Unit from a touch-tone phone and open an entrance. Range is 00 to 99. The 1st two digits of the password is the control password in the TEC 101.
  See caution above.

Title Page Message Table	
TEC 101	**2 lines of 16 characters**

- **Directory Code Length -** Sets the displayed code length from 1 to 6 characters. Set this parameter to the number of digits you wish to be displayed and entered to dial.
- **PIN Code Length -** This sets the number of characters used when you use 'Personal Identification Codes' to allow entry. 0 (Off) or 1 to 6 numbers. 4 is the default. **Note: If PIN code length is set to less than the PIN codes, they will not operate.**
- **Speaker - Mike Open tone -** This tone allows you to turn the TEC 101Unit microphone on from a touch tone phone and listen to the activity. Range is 0 to 9. Default is 0 (Off).

Talk Time - Talk time controls the amount of time the TEC 101Unit stays connected to the called number before automatically hanging up. Range is 1 to 99 Min. Default is 1 min. The TEC 101Unit beeps @ 10 seconds remaining as a warning.

System Configuration Table		
Item	**Range**	**Default**
Directory On-Off	On - Off	**On**
Keypad Active	On - Off	**Off**
Dial touch-tone	On - Off	**On**
Back Beep	On - Off	**Off**
RS232 Baud Select	300 - 9600	**9600**
Answer Ring Count	0 (Off) - 9	**3**
Title Page Text	See Title Page Table	**PRESS # TO VIEW DIRECTORY**
Programming Password	000000 to 999999 Letters are allowed	**777777**
Control Password	00 to 99	**1st two digits of password**
Directory Code Length	1 to 6	**3**
PIN Code	0 (Off) to 6	**4**
Speaker - Mike	0 to 9	**0**
Talk Time	1 to 99	**1**

Unit Entrance Configuration

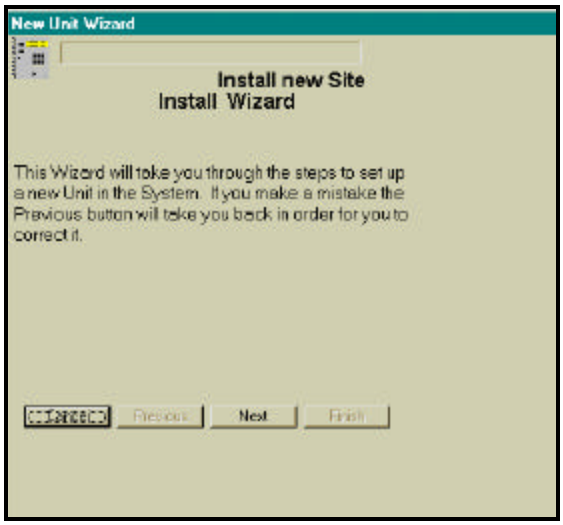
Showing TEC 101 Reader with settings

Unit Entrance Control

Selcom T101places all entrance configuration data on one screen. Selector buttons allow selecting the additonal entrances when installed. Complete descriptions of each item is available by placing the mouse pointer over each item. The standard factory defaults are provided as a reference. The defaults will be satisfactory in most applications. You may change them to provide for a slow opening gate or entrance. A Telephone code is installed to open the first entrance. You may need to change this and the Open tone for each of the entrances. Selcom T101will display only the amount of entrances capability.

- **Print View - A**llows printing of screen with the system default printer.
- **Entrance 1-2 Name** - Sets the name you will use to describe this door.
- **Ent. 1-2 Open Tone**. - Sets the touch-tone used to open Ent. 1 from the called phone. Range is 0 to 9. Zero is off. Default is 6. Valid for the entrances only.
- **Ent. 1-2 Latch Tone** - Sets the touch-tone used to 'Latch' Ent. 1 Open. Range is 0 to 9. Zero is off. Default is 0.
- **Strike Out Count** - Sets the number of invalid PIN entries before the system locks out.
- **Ent. 1-2 Pin on Entrance** - Sets the Entrance to be opened using the PIN numbers. Valid for entrances only.

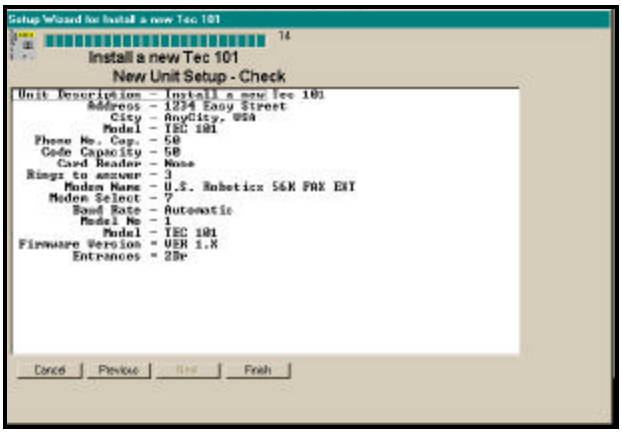
Entrance Configuration Table		
Item	**Range**	**Default**
Entrance 1- 2 Name	**21 Characters**	**Entrance X**
Ent.1- 2 Open Time	1 to 99 sec's	**10 sec's**
Ent. 1- 2 Open Tone	0 to 9, 0 is off	**6 on Ent 1**
Strike out Count	0 to 9, 0 is off	**3**
PIN on Entrance	1 to 4	**1**



Add TEC 101 Unit Wizard

Selcom T101 provides a 'Wizard' to help with the installation of a new Unit. It provides a step by step method of providing the information required and desired. You will need the following information at hand to 'setup' a new unit in the software (See page 26 for a handy work sheet for arranging this information)

- Your Name for the Unit.
- Unit Address (optional).
- Unit City (optional).
- Unit Type and Model.
- Unit Phone Capacity.
- Unit Code Capacity (If Used).
- Unit Phone Number.
- You must have a modem installed into your Windows System if you will be using that to communicate to the Unit. If a modem is properly installed, you will be able to merely **SELECT** it in a pull down selector box. If not, you may select it later using the Edit Unit Data selection from the File menu.

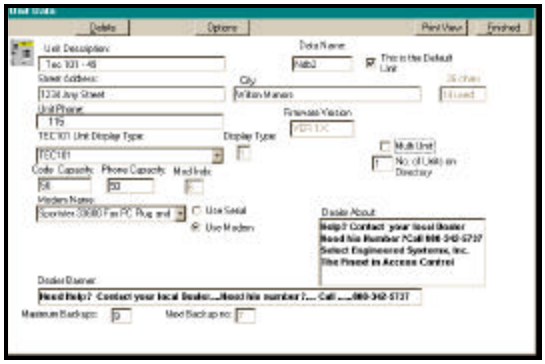


Using the Wizard

The Wizard takes you step by step through the information required, providing default answers when applicable. You may go back to correct any item without reentering the remaining data you previously entered. A review is provided at the finish, allowing you to view all the entries at one time. If something needs to be changed, use the 'Previous' button to go back and correct the entry. When you have completed the entries, the 'Finish' button will enable and when pressed, sets up the new unit for you.

Edit Unit Data

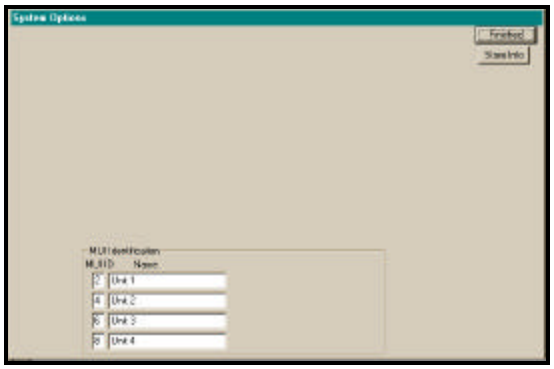
Selcom T101 places Unit Data configuration data on one screen. Complete descriptions of each item is available by placing the mouse pointer over each item. The Wizard is the standard method used to complete this form . The Wizard also generate the data files needed to store the information for each new site. This screen is provided to allow changes to be entered when required after a site is created with the wizard..



- **Unit Name -** contains the file name for the unit.
- **Site Description** - contains the Unit's name you refer to
- **Street Address** - for your reference.
- **City -** for your reference.
- **Unit Phone** - insert the number to be called including any prefixes required. (Example - 9,1028812125551212). Up to 32 digits may be used to dial the number used by Selcom 95 to connect to the unit. Note: Selcom T101 is compatible with 10 digit local dialing
- **TEC 101 Unit Model No. -** select from list.
- **Code Capacity** - Code capacity you purchased.
- **Phone Capacity** - Phone Capacity you purchased.
- **Use Modem / Use Direct Connect** - how will you connect to the unit to Put data and Get data.
- **Modem Name** - Pull down select for finding the modem in your computer.
- **Comm. Port** - Select the Comm. Port used in **Direct Connect.**
- **Baud Rate** - Baud rates with modems are automatic.
- **Maximum Backups** - This sets the number of previous sessions the software stores. Once this number is reached, the backups are automatically rotated, replacing the oldest first. Default is nine and is recommended.
- **Next Backup No** - shows the position of the current backup.
- **Multi Unit** - Sets software to allow for multiple units on a single phone line and sets sleep mode active for multiple units on single phone lines.
- **No. of Units on Directory** - Sets software to the number of units connected on **ONE** phone line **with the same Directory**.
- **Firmware version** - All TEC 101 units are Ver 1.X firmware. You may set this information in the options screen to configure or reconfigure software for any TEC 101 unit. (See Page 16) Each site maybe configured differently and the software will then show each site's features correctly.
- **Options** - This selector allows you to go to the options screen.

Options -Screen

- **This screen is only available from the edit Unit Data Screen**
- **MUI Identification** - When using MUI cards, these fields allow the user to enter the ID and their logical name for each unit. This allows sending the same directory and getting the log from more than a single unit with the individual logs identified.



Options screen for a
TEC 101 Unit

Setting your Microsoft Windows Telephone Application Programming Interface (TAPI)

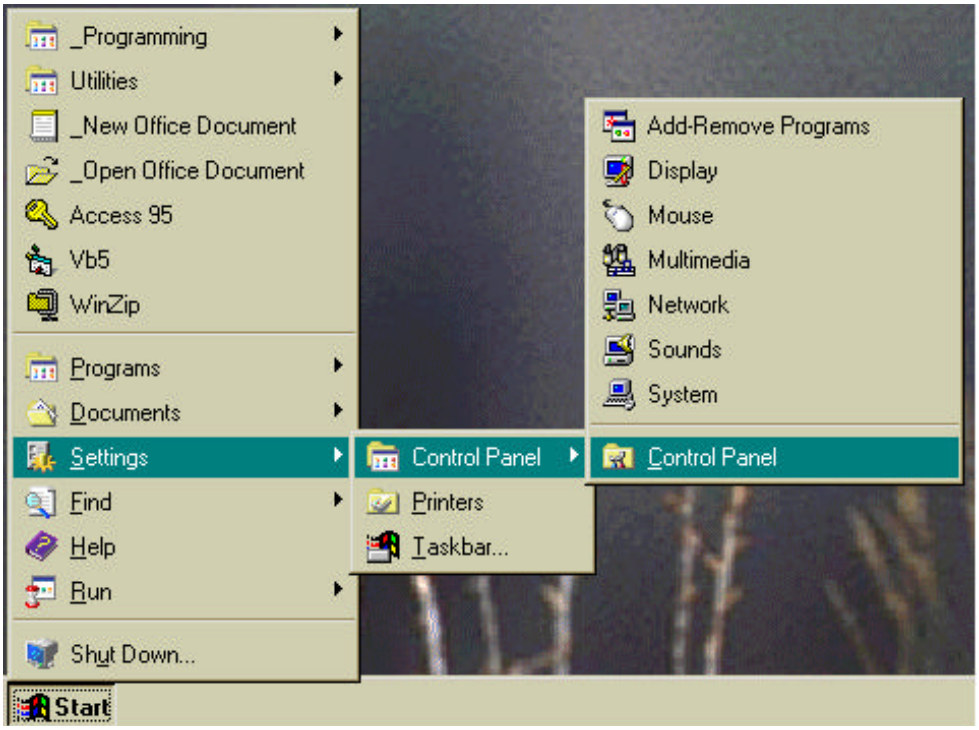
Long Distance Control

Under some versions of windows, Windows TAPI controls do not handle ten digit dialing and or long distance correctly. For your convenience, the local area code awareness of Windows 95 is not used in Selcom T101 **even if your other programs use it**.

This means you will directly control the long distance area codes. In Selcom T101, enter (area prefix suffix) in the Wizard or in 'Edit TEC 101 Unit Data Screen. Place the correct number in the Unit Phone: window. Example for 10 digit local calling: '3055551212'. Place any special prefix and all the numbers necessary and Selcom T101 TAPI will dial it exactly for you. This feature allows for 10 digit local calling, same area code long distance calling as well as special carrier long distance calling as in (1010321,13975551212). Selcom T101 allows for 32 digits to be placed into the called number. Spaces, Parentheses and Dashes are not required and not allowed.

Error Control

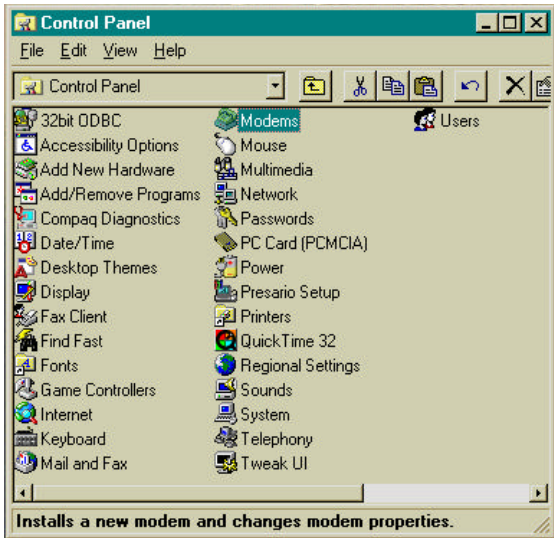
Selcom T101 uses the standard TAPI interface within **Windows 95/98/NT/2000/ME**. This allows for a modem to be installed into Windows and Selcom T101 will use it.



Some modems require that error control be turned off to prevent erroneous signals. We are providing the following instructions to turn off error control. In order to assist you we have provided the following setup.

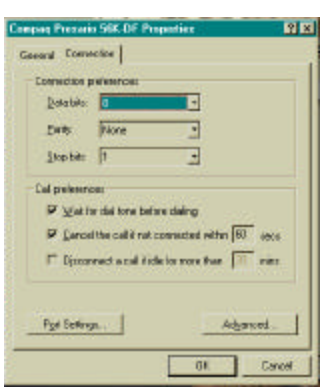
Using Start - select 'Settings' then 'Control Panel' then,if required ,

Setting your Microsoft Windows Telephone Application Programming Interface (TAPI) continued...

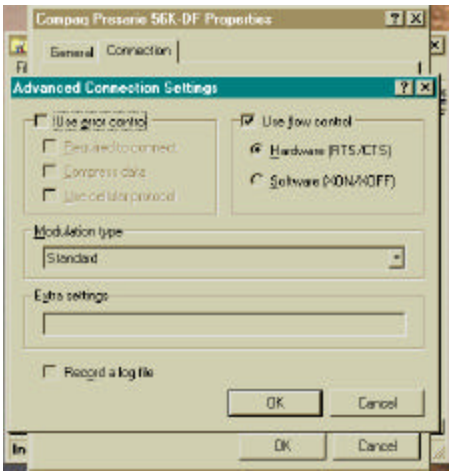


Using Control Panel - select ‘Modems’.

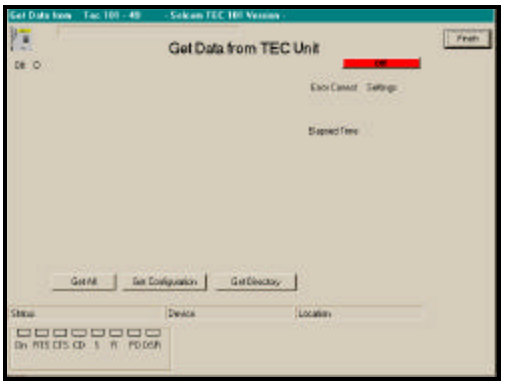
Then select the modem you will use with Selcom T101. Next select the ‘Properties’ menu.



Using ‘Properties, select Advanced and then ‘Connections’.

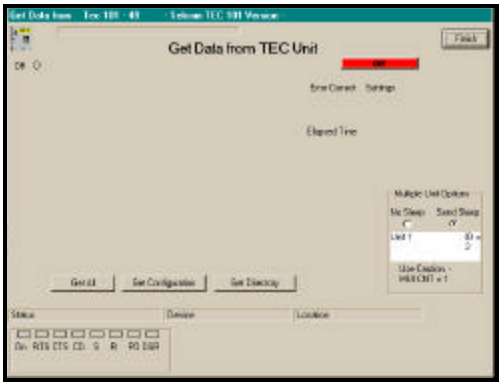


Using ‘Advanced Connection Settings, make sure ‘Use error control’ is NOT checked. Then click ‘OK’ and then ‘OK’ again.



Get Data from TEC Unit

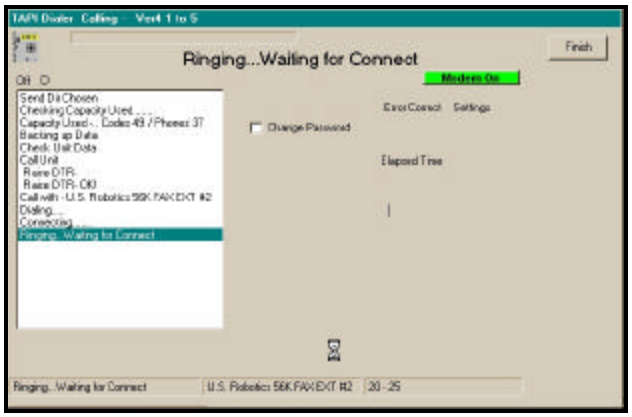
Selcom T101 provides a choice selection screen to choose the information you GET from the TEC101 Unit. During transmission the screen reports Connection Progress, error correction, record numbers, elapsed time and other information. The ID and Firmware version of the unit is checked to insure the proper unit answered. Choosing 'Get All' will get the configuration and the directory from the unit. You may choose to get each item individually. Getting the any function will cause the system to disconnect from the unit after getting that function, to enable the MUI sleep system to function automatically. The MUI Sleep box allows you to disable the unit sleep function when required and will only appear if selected during setup.



The system re-configures its settings to match the unit during the GET DATA process. This includes Unit capacities and number of names to get from or send to the unit.

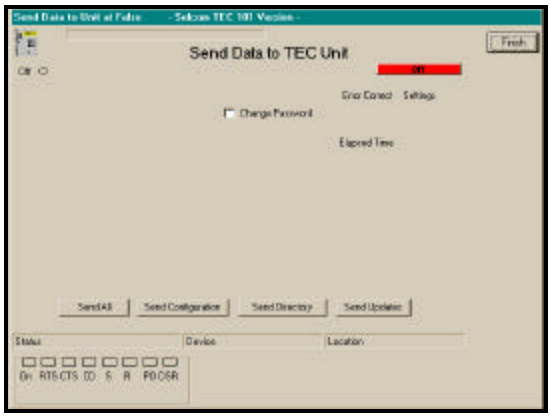
Caution:

When "Get Directory" or "Get All" is used, the items in the Selcom T101 directory are updated. The directory in Selcom T101 is NOT erased. Any codes in Selcom T101 and NOT in the Unit remain. A warning message would occur prior to getting the data telling the user that updates exist and may be lost. If these were codes to ADD in an update, the update flag on the code or codes to update would NOT be cleared. If these were codes to CHANGE in an update, the update flag on the name or names to update WOULD be cleared and the data would RETURN to what was in the unit.



Function Selected with
Action Log Showing

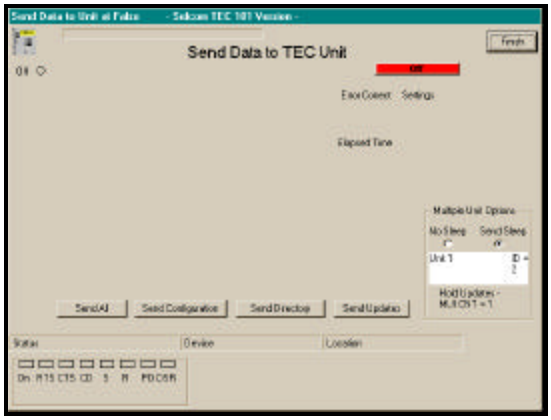
Send Data to TEC Unit



Selcom T101 provides a choice selection screen to choose the information you SEND to the TEC T101 Unit. During transmission the screen reports Connection Progress, error correction, record numbers, elapsed time and other information. The system re-configures its settings to match the unit during the SEND DATA process. The ID and Firmware version of the unit is checked to insure the proper unit answered.

Choosing 'Send All' will send the Unit configuration and ALL of the directory data to the unit. You may choose to send each item individually. **Sending Updates will cause the system to send new and changed directory items only**, then automatically disconnect, providing for a shorter connection time. The TEC 101 allows you to mark names for deletion and they will be deleted during an update.

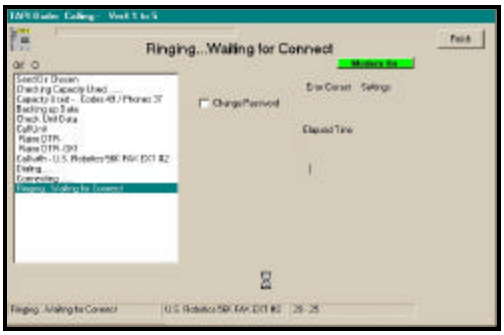
To change relay programming, the welcome message and other configuration items, you must "Send Configuration. You also have the option of changing the Unit password as you send the configuration to the Unit. After completing the change, the system enters the new password into the file automatically. Do not change passwords while using the MUI functions as the password will change before connecting to the next unit.



The Multiple Unit Function area allows the operator to disable the unit clear updates, disable the sleep function when required and will only appear if MUI functions are selected during setup. See Page 27 for more detail.

Caution:

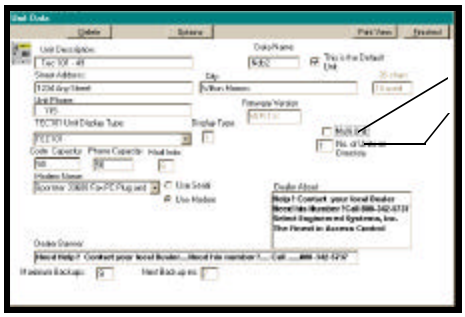
When 'Send Directory" or "Send All" is used, the directory items in the unit are replaced. Any codes in Unit and not in Selcom T101 are removed. "Send Updates" send only the codes marked for update. The directory in the unit is not erased. Any codes marked for update are changed or added.



Send Screen with
Action Log showing

Using Multiple Unit Features

The Multiple Unit function allows the operator to control specific features used with Multiple Unit sites. The features used will depend on the actual physical configuration . The **Multiple Unit function will only work reliably with the TEC 101 firmware in all units connected together.**



This feature will work with two variations of unit setups.

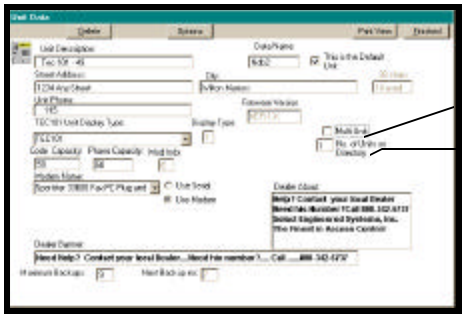
(Variation 1)

Units connected together on one phone line with the **same directory.** Recommended limit is four(4),
Select Multi Unit.
Indicate the number of units to send the same directory or updates to (2,3 or 4).

In each unit, set the separate ring counts.

Example

For a site with three units, we suggest setting one unit to two rings, another unit to four rings and the last unit to six rings. Consult the technical manual for instructions on using a terminal to make these adjustments.
Once the ring counts are set, in the Selcom software, **Select** the unit to be used for the Send. Go to **File - Edit TEC 101 Unit Data.** Check **Multi-Unit.** Enter the number of units (In our example this is three) in the **No. of Units on MUI** window. This sets the software to call three units and reset the directory updates on the third call.



When the site is called, system will call the first of the units indicated in the Edit TEC 101 Unit Data Screen one at a time. If you are sending All or the directory or directory updates, a special sequence is followed:

1 The first (the one with the lowest ring count) unit is called first. The ID of the unit is checked to insure the proper unit answered.
2 This unit (and each following) will be put to sleep at the end of each transmittal to allow the next unit to answer. The update flag is not cleared for directory updates until the last unit is sent or if the clear updates box is checked.
3 A Count-Down window will appear on the Main Screen showing the units remaining to be called.

Repeat the Send command for each unit.allowed as the file used is

Using Multiple Unit Features

common. To obtain the information from units, create separate MUI Identification names in the option screen (See page 21) using different names for each unit . This MUI Identification will be placed on the screen. If you desire to check the contents of the individual directories, it is recommended to used variation 2 to check the contents as a single directory will not show you any differences.

Options screen showing MUI Identifications

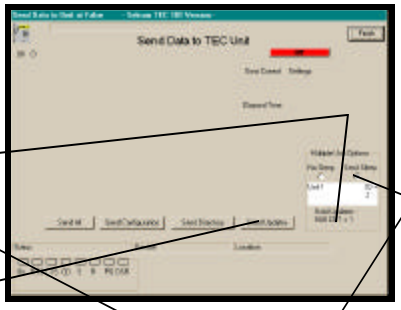
(Variation 2)

Units connected together on one phone line with the different directories (using different unit names for each unit). Recommended limit is four(4).
Select Multi Unit on each of the units.
Indicate the number of units to send as one (1) on all of the units.

Example

When the site is called, system will call the number of units indicated in the Edit TEC 101 Unit Data Screen. If you are sending All or the directory or directory updates, a special sequence is followed:

1 The first (the one with the lowest ID) unit is called first.The ID of the unit is checked to insure the proper unit answered.
2 This unit (and each following) will be put to sleep at the end of each transmittal to allow the next unit to answer. The update flag is not cleared for directory updates unless the clear updates box is checked sent. This is automatically set when the current unit becomes the last to send to.
3 Select each unit in turn and repeat the Send command for each unit.
4 Getting all information from the units is allowed as the files used are separate. To obtain the information from units, select each unit in turn and perform the upload or download function desired.
5 The system will automatically put each unit to sleep unless the No Sleep selection is made.



Do's and Do not's

1 **Do** keep ring counts separated by two (2,4,6,8). **Do not** use a ring count of one (1) on any unit .
2 **Do** keep a list of the order of units to call.

Do not wait more than 1½ minutes between calls as the sleep function in the units will end. Selcom T101 will stop and give you a message if the Unit Id does not match the expected number

Helpful Hints and Short Cuts

Helpful Hints

Selcom T101 is designed to use the SMALL(Normal Size) font selection in the Control Panel - Display - Settings - Font Size. Choosing Large fonts will cause some wording not to be displayed correctly. A “Print View Button is on the data pages. This allows you to print your data and settings using your default printer.

General

The [TAB] key [forward] and [Shift Tab] key [backwards] also moves from text window to text window. The [Enter] key behaves like the [TAB] key as well.

The minimum computer specified will operate correctly when Selcom T101 is the only program running. Larger computers with more memory will operate faster . Other programs should be exited first.

Data Files

Data files and the backups are compatible with Microsoft Access Version 7.0 or higher and may be used to generate reports from the data if desired. Do not convert your data or add,subtract or rename any fields with the Access Data Manager as it will cause Selcom T101 to stop working later.

Remote Data Storage

If you wish to archive your data and/or backup data in another location, copy the files in your Selcom directory. If you did a standard install, the files are in **C:\Program Files\Selcom T101 *.mdb .** The backup files are in **C:\Program Files\Selcom T101 \Backup*.md*.** Make a copy these files to a location of your choice.

Version Number

When talking to tech support, your serial number and the version number(shown on the Help - About menu selection) is very important. The Unit Firmware version is displayed in the “Edit TEC Unit Data” screen. Check them before you call and have them ready .

Directory

Refresh retrieves a new copy from the disk and resets the records to the name order. Selecting a name to edit automatically sets the record to be sent to the unit on the next update.

To print a partial Directory, sort by the type of request, then use the elevator bar to view what you want to print and press "Print View".

Edit Directory

Return to view button updates the record.

Update Record Button is present to allow user to continue to enter new records as in **Add New Button** - complete the record - **Update Record Button**(save it) - **Add New Button** - etc...

In the Directory EDIT screen the triangles located on the lower record bar allow you to move through the directory. The Left Bar-triangle moves to the first record, the triangle moves one record towards record one. The right triangle moves one record towards the last record and the Right Bar-triangle moves to the last record in the directory.

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Unit System Parameters 16

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WORK SHEET - COPY BEFORE USING

NEW UNIT SETUP

PREPARE INFORMATION BEFORE HAND

Unit Description (name) -	
File name -	
Address -	
City -	
TEC Model -	
Phone Number Capacity -	
Unit Phone Number -	
Unit ID (Rings to Answer) -	
Modem String -	
Modem Select -	
Baud Rate -	
07/01	

BEFORE WRITING - COPY THIS FORM

USE THIS WORK SHEET TO ASSEMBLE YOUR DIRECTORY

CODE NUMBER 1 - 6 Numbers	**NAME** up to 14 Characters	**PHONE NUMBER** up to 14 Numbers	**PIN NUMBER** 1 to 6 Digits

“BETTER TECHNOLOGY MAKES BETTER SYSTEMS”

05/03

Select
Engineered
Systems, Inc.
7991 West 26th Ave.
Hialeah, FL 33016
Toll Free: 1-800-342-5737
In FL: 305-823-5410
Fax: 305-823-5215
website www.selectses.com
e-mail sales@selectses.com